

ALAMEDA COUNTY
LEAD POISONING PREVENTION PROGRAM

A Joint Powers Authority serving the Cities of Alameda, Berkeley, Emeryville, and Oakland
2000 Embarcadero, Suite #300 • Oakland, CA 94606 • (510) 567-8282
WWW.ACHHD.ORG

DATE: February 21, 2020

TO: Directors and Alternates
Alameda County Lead Poisoning Prevention Program

FROM: Larry Brooks, Secretary
Joint Powers Authority

SUBJECT: **Administration and Finance Committee Meeting**

The next regular meeting of the Alameda County Lead Poisoning Prevention Program Joint Powers Authority Board of Directors is scheduled for **Thursday, February 27, 2020. The meeting will begin a 9:15 a.m., or immediately following the Administration and Finance Committee Meeting at Emeryville City Hall, 1333 Park Avenue, Emeryville, CA.**

Attached is the agenda for the meeting. If you have any questions, please contact Lidice De La Fuente at (510) 567-8291.

Please note change in meeting location.

Thank you.

ALAMEDA COUNTY LEAD POISONING PREVENTION PROGRAM
JOINT POWERS AUTHORITY

AGENDA

Administration and Finance Committee

February 27, 2020

9:15 A.M. or immediately after the Program Operations Committee

**Emeryville City Hall
1333 Park Avenue
Emeryville, California**

NOTICE: All meetings of the Alameda County Lead Poisoning Prevention Program Joint Powers Authority Board of Directors are open to the public. Those wishing to address the Board of Directors on items not on the agenda may do so during the open forum section of the meeting.

- 1) **Open Forum** (Discussion)
Directors, alternates, staff, or members of the public may address the Board of Directors regarding items not on the agenda. The Board will listen to matters presented but may not take action on these items.
- 2) **Director's Report** (Discussion)
- 3) **Mid-Year Budget Report FY 2019/2020** (Information) Pg. 1
- 4) **Announcements by Board Directors** (Information)

Material related to an item on this Agenda, including those submitted to the Board of Directors after distribution of the agenda packet, are available for public inspection at the Alameda County Healthy Homes Department office during normal business hours.

Agendas are available on the Department's website at www.achhd.org

Alameda County Healthy Homes Department
Mid-Year
Budget Report FY 19/20

Description	CA Department of Health Services	EPA	HUD XXIV (Lead Hazard Control)	CSA	CDBG MHR	Contract Cities (City of Oakland) MHR	Contract Cities (Union City) MHR only	Misc. Revenue	Independent Living Association (AC 3 Connect)	Measure A- Fixing to Stay/ Group Lvg	Total Budget FY 20	YTD \$ Amount	YTD % Expended
Revenues													
Grant Revenues	864,446	15,000	689,416			159,000	100,000				1,827,862	481,109	26%
Rehab Services					85,000						85,000	44,340	52%
Interest Income								2,500			2,500		0%
Supplemental Funding								440,000			440,000	16,074	4%
Loan return								3,500			3,500		0%
HCSA- Fixing to Stay & Group Living, AC3 Connect									359,709	311,511	671,220	289,276	43%
Fee for Service								2,000			2,000	2,250	113%
CSA Revenues	864,446	15,000	689,416	1,967,258	85,000	159,000	100,000	448,000	359,709	311,511	1,967,258	1,082,396	55%
Total Revenues				1,967,258	85,000	159,000	100,000	448,000	359,709	311,511	4,999,340	1,915,445	38%
Discretionary Expenses													
Mileage for employees	2,600		2,000	3,000							12,400	3,985	32%
Travel expenses for out of town trip			1,000	3,763		2,000			1,500		4,763	1,602	34%
Employee training				500							500	271	54%
Laboratory supplies	500		15,000		500						16,000	6,222	39%
Lead Evaluation Services			50,000								50,000	27,213	54%
Training Contract		15,000		5,000							20,000	-5,614	28%
Database Upgrade				5,000							5,000		0%
Environmental Treatment Services								3,461			3,461		0%
On-site inspections and document				5,000							5,000	516	10%
Printing services & Ed. Materials	1,623			7,500							9,123	1,086	12%
Embroidered Shuttle Services				12,000							12,000		0%
HR Transfer for Reclass of RN position	85,191										85,191		0%
XRF Resourcing	2,500										2,500		0%
Case mgmt. supplies	500										500		0%
CDA IT Services				11,906							11,906	7,653	64%
Copyer lease + extra copies				15,000							15,000		0%
Embroidered Maintenance/Utilities				3,000							3,000		0%
Ergonomic supplies				3,000							3,000		0%
General supplies	4,484		421	30,663		1,564	557		2,533	3,059	43,301	4,385	10%
Marketing supplies				3,100							3,500	1,110	32%
Mobile devices				5,000							5,000	2,124	42%
Office alarm system				2,000							2,000	1,118	56%
Postage & shipping				3,500							3,500	152	4%
Real estate services			4,000	4,000							8,000	2,037	25%
Records management				3,000							3,000	578	19%
Discretionary Expense Total	97,398	15,000	72,421	126,332	2,500	1,564	557	3,461	4,953	4,559	327,845	65,665	20%

Alameda County Healthy Homes Department
Mid-Year
Budget Report FY 19/20

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LHC/MHR Grants Total			290,000			111,000	30,000				391,000	269,913	69%
Audit fees				22,000							22,000	8,440	31%
IPA Per Diem				27,000							27,000	8,440	31%
Admin & Fiscal				293,006	12,902				22,754	36,810	365,772	112,195	31%
County Counsel & HRS				59,397							59,397	33,743	56%
Office Telephone expense				22,322							22,322	8,301	38%
Information Technology				106,310							106,310	48,816	46%
Insurance services			2,339	6,611				4,767			13,737	6,617	48%
Office Space Rental	14,609			267,391					18,000		300,000	47,650	16%
Motor Vehicle				13,000							13,000	6,513	50%
County Overhead				30,168							30,168	15,084	50%
Non-Discretionary Total	14,609		2,339	847,705	12,902			4,767	40,754	36,810	959,906	287,359	30%
Salaries & Benefits	752,439	0	414,636	993,221	69,598	46,436	19,443	439,772	314,902	270,142	3,370,589	1,404,342	42%
Total Expenses	864,446	15,000	689,416	1,967,258	85,000	159,000	100,000	448,000	359,709	311,511	4,999,340	2,027,279	41%